

POLYGRAPH EXAMINERS ADVISORY BOARD
MINUTES OF MEETING
OCTOBER 4, 2007

The Polygraph Examiners Advisory Board met on Thursday, October 4, 2007, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Richmond, Virginia. The following Board members were present:

Paul Minor, Chairman
Denise Likens, Vice Chairman
Sandra Baum
Barry Colvert
Bernard Levin
John E. McDowell
A. W. Omohundro

Elizabeth Wild hack was absent from the meeting.

Staff present for all or part of the meeting:

Jay W. DeBoer, Director
Karen O'Neal, Deputy Director
Eric L. Olson, Executive Director
Adrienne Mayo, Regulatory Boards Administrator
Sheila Watkins, Administrative Assistant

Chairman Minor called the meeting to order at 11:15 a.m.

Call to Order

Dr. Levin offered a motion to approve the agenda. Mr. Colvert seconded the motion, which was approved unanimously. Members voting "Yes" were: Minor, Omohundro, McDowell, Baum, Colvert, Levin, and Likens.

**Approval of
Agenda**

Dr. Levin offered a motion to waive the reading of the Board's January 11, 2007 minutes and to approve the January meeting minutes. Mr. Colvert seconded the motion, which was approved unanimously. Members voting "Yes" were: Minor, Omohundro, McDowell, Baum, Colvert, Levin, and Likens.

**Approval of
January 11, 2007,
Meeting Minutes**

There was no public comment.

**Public
Comment**

Eric Olson, Executive Director of the Polygraph Examiners Advisory Board introduced staff to the Board. Adrienne Mayo the new Regulatory Boards Administrator, Meagan Ohlsson, the Polygraph Licensing Specialist and Trisha Henshaw the Licensing Education Administrator.

**Introduction of
Staff**

Adrienne Mayo the Regulatory Boards Administrator read the

Resolution

following Resolution:

Commonwealth of Virginia



**Department of Professional and
Occupational Regulation**

**Polygraph Examiners Advisory Board
Resolution**

Gary M. Jenkins

WHEREAS, Gary M. Jenkins, Chairman and member of the Polygraph Examiners Advisory Board has faithfully and diligently served since July 9, 1996 to 2006; and

WHEREAS, Gary M. Jenkins discharged his duties with excellence and expertise to protect the health, safety and well-being of the public; and

WHEREAS, Gary M. Jenkins served the Board with dedication and effectiveness and devoted generously of his time, talent and leadership; and

WHEREAS, Gary M. Jenkins guided the Board wisely, ensuring that the Board always rendered decisions with fairness, good judgment, and in the best interest of the Board, its regulants, and the Commonwealth; and

WHEREAS, the Polygraph Examiners Advisory Board wishes to acknowledge its gratitude and deepest appreciation for devoted service by Gary M. Jenkins, who is held in high esteem by the members of the Board, the employees within the Department, and the citizens of the Commonwealth.

NOW, THEREFORE, BE IT RESOLVED, by the Polygraph Examiners Advisory Board this fourth day of October, in the year two-thousand and seven, that Gary M. Jenkins be given all honors and respect due for his outstanding service to the Commonwealth, its citizens, and the Polygraph Examiners

Advisory Board; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

Mr. Omohundro offered a motion that was seconded by Sergeant Likens to adopt the resolution and make it a part of the official minutes of the Board so that all may know of the high regard in which Mr. Jenkins is held. The vote was unanimous: Members voting “Yes” were: Minor, Omohundro, McDowell, Baum, Colvert, Levin, and Likens.

Chairman Minor informed the Board that five candidates are sitting for the licensure examination today.

**Examination of
License
Candidates**

The following Old Business was addressed.

Old Business

Denise Likens advised the Board that she wished to discuss federal versus state rules as applicable to federally employed Polygraph License applicant. After discussion, no board action was taken.

**Federal employee
wanting to apply**

Board Executive Director Eric Olson recently attended a meeting of the Commission on Sexual Violence.

**Update –
Commission on
Sexual Violence**

Mr. Olson informed the Board of Commission business, specifically concerning administering polygraph examinations to sexual violence victims as a prerequisite for conducting an investigation. Several states have prohibited the administration of polygraph examinations to such victims. The Board plans to submit a request to the legislative body for consideration of making the Polygraph testing optional for the victim of sexual crimes. Mr. Olson will keep the Board apprised of the Commission’s work on this subject.

Ms. Baum and the Board discussed this proposed section of the Code of Virginia §40.1-51.4; 4. It was motioned by Dr. Levin and seconded by Ms. Baum to have her and Mr. Jay DeBoer write up a proposal that’s inclusive of the Boards opinion on this matter to be presented for an opinion of the Attorney General’s office. This motion was approved unanimously. Members voting “Yes” were: Minor, Omohundro, McDowell, Baum, Colvert, Levin, and Likens

**Examination of Law
Enforcement
Employees**

The Board members received their COIA Training. All members signed their certifications at the end of the training. No further action was taken.

COIA Training

The following New Business was addressed.

New Business

Board meeting and examination schedule for the year of 2008. It was decided to adopt the following schedule.

**Board and
Examinations
Schedule for 2008**

January 10, 2008
April 3, 2008
July 24, 2008
October 9, 2008

Colvert offered a motion to adopt the schedule and Likens seconded it. This motion was approved unanimously. Members voting "Yes" were: Minor, Omohundro, McDowell, Baum, Colvert, Levin, and Likens

Mr. DeBoer, Mr. Olson and Mrs. Mayo stated they would take the Board on a tour of the new work area.

**Perimeter Center
Tour**

Travel vouchers and conflict of interest forms were completed by all the Board members present.

**Completion of
Paperwork**

Sgt. Likens made a motion to adjourn the meeting at 1:35 p.m. Dr. Levin seconded the motion, which was approved unanimously.

Adjourn

Paul K. Minor, Chairman

Date

Jay W. DeBoer, Secretary

Date